

CCPC Board of Governors Meeting Minutes
Wednesday, December 11, 2019
Delores Bowman Auditorium
Call to order 6:05 pm

Roll Call

CCPC Board members present - Pamela Adams, Robert Brown, Michelle Burns, Ki-Afi Ra Moyo, Luwana Pettus-Oglesby

CCPC Board members absent – Timothy Collier, Ashley Colmenero, Caroline Moore, Donald Washington, George Weatherby, Prencis Wilson

Ex Officio Members Present: Carrie Douglas, Dr. Philip Lichtenstein

Other: Melba Moore, Commissioner CHD, Domonic Hopson, Zach Southwood, Assistant City Solicitor, Phyllis Richardson, Yury Gonzales, M.D., Virginia Scott, Angelina Burton

Topic	Discussion/Action	Motion	Responsible Party
Call to Order/Moment of Silence	Meeting was called to order 6:05 p.m.		Robert Brown
Roll Call	No Quorum – 5 of 11		Angela Bredestege
Minutes	No changes or discussion. Minutes accepted and filed.		Angela Bredestege
Committees	<ul style="list-style-type: none"> Planning and Development Committee – Mr. Washington CCPC Finance Committee – Ashley Colmenero Marketing – Ms. Moyo Clinical and Quality – Tim Collier Membership Committee – Ms. Burns <p>Discussion postponed until January 2020.</p>		Robert Brown
Modification of the CCPC Bylaws – Article 13	<p>The bylaw amendment (Article XIII) was not approved by the Board of Health. Chairman Brown discussed the current Board of Health approval of modifications to CCPC bylaws. CCPC is mandated by HRSA to have a governing board, which became the CCPC Board. The authorities and responsibilities are defined in the Compliance Manual. CCPC responsibility is Primary Care.</p> <p>It was suggested during the BOH meeting that legal look at the bylaws, the co-applicant agreement and the compliance manual then come back to the Board with a decision.</p>		Robert Brown

Millvale Saturday Hours	<p>Saturday hours began June 2018. There are approximately 7 patients visiting Millvale on Saturdays. In order to break even we need to have approximately 12 patients or 3 patients per hour which is higher than our current productivity.</p> <p>Discussion items:</p> <ul style="list-style-type: none"> • Should we consider switching the Saturday hours to Price Hill which is our busiest and fastest growing health center. We are having difficulties getting new patients and newborns into the center. It has the highest wait times. • Parking is an issue at Price Hill. • Have Millvale extended hours been promoted? • Are the correct billing codes for Saturday hours being utilized? • We need to expand access to care at Price Hill • We are not having access issues at Millvale during the week. • Should we have Saturday hours at both locations? • We are moving administrative staff from Price Hill to the B & K location which will allow access to those areas at Price Hill. • Our most critical concern is the newborn appointments. • Is Price Hill aware that Millvale is open on Saturdays? • Have we looked at a shuttle service to take patients from Price Hill to Millvale or remote parking? • We need to better inform our patients of Millvale availability. • There has been concern for staff and patient about parking/walking in the dark during winter months. 		Domonic Hopson
Strategic Planning Retreat	January 18, 2020 or February 8, 2020 from 9:00 a.m. to 12:00 p.m.		Domonic Hopson
CCPC Patient Demographics	<p>We continue to have conversations about Walnut Street and Bobbie Sterne locations. There are individuals interested in purchasing those buildings. Our concerns are CCPC continuing to be in proximity to our patients and meeting their needs.</p> <p>Most patients are on the west side of the city. We are using patient demographic data to make decisions on location of our health centers.</p> <p>Knowing we will have to move from Walnut Street, the BOH and CCPC will form a joint committee for exploratory purposes. Dr. Moore has asked the city to perform a study of the areas within the city as possible future locations.</p>		

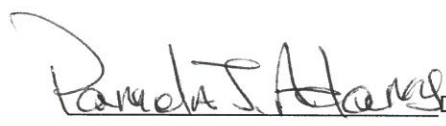
Patient Billing Letter	<p>There is a draft letter to our patient notifying them of a change in our billing practices. Invoices will be sent 30 days after initial visit and monthly thereafter. OCHIN will receive the calls and can complete payments, payment plans and hardship waivers.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • This is a change in process not price. Information regarding where to pay and method of payment will be included on the invoice. Invoices will include CHD logo and information. • Invoices and payments may also be accessed through MyChart. • We are adding MyChart to our provider's performance plan to help increase our MyChart users. Our front desk, MA's, RN's and providers all having the MyChart conversation. • Can we add MyChart benefits to the correspondence? 		Domonic Hopson
Internet/Network	We have been experiencing significant network/internet issues across the city. Most issues have been resolved but Northside and Price Hill are still experiencing problems. We are working on our internal processes moving forward in the event this situation reoccurs.		Domonic Hopson
IB Education	Presentation		Holly Blackley
Credentialing and Privileging	Handout summary of staff that were credentialed and privileged as well as re-privileging candidates.		Phyllis Richardson
Nursing Director	<p>Through our partnership with UC we will be receiving flu vaccines. We will establish flu clinics in our health centers and throughout the city.</p> <p>Once the locations are secured, we will begin pursuing media/marketing promotions. In addition to our health centers, we are reaching out to jails, homeless centers and Gabriel's Place.</p>		Virginia Scott
Marketing	We are pursuing various marketing options around health initiatives such as flu season. UC will also provide staff to assist with the administering of the vaccines.		Domonic Hopson
QI/QA	<p>Three Metrics:</p> <ul style="list-style-type: none"> • UDS depression Screening – 88%. UDS has modified the metric and are now including follow-up. • UDS Tobacco – 95% • UDS Coronary Artery Disease and Lipid Therapy – 91% 		Yury Gonzales, M.D.

	Discussion: When doing the Tobacco Use Assessment, are patients asked about e-cigarettes?		
Commissioner's Update	<ul style="list-style-type: none"> Health Commissioner's Report - Handout 		Dr. Melba Moore
1 Business	Has Mr. Hopson re-evaluated his objectives? The Strategic Plan and Objectives will drive the evaluation of the CEO and Senior Leadership.		Ms. Moyo
2020 Census	U.S. census Bureau is recruiting to fill thousands of temporary positions in the area.		Pamela J. Adams

Meeting Adjourned 7:42 p.m.

Next Meeting Wednesday, January 8, 2020 – 6:00 p.m.


 Date: 1/8/2020
 Angela Bredestege, Board Clerk


 Date: 1/8/2020
 Pamela J. Adams, Secretary